

WITHYCOMBE PARISH COUNCIL

Clerk: Ms Sam Rawle, 60 Paganel Road, Minehead TA24 5EY
Tel: 01643 703514 Email: clerk@withycombepc.co.uk
Chair: Richard Barnham

8th January 2025

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 13th January 2025 at 7.00 pm** in the **Memorial Hall** for the purpose of transacting the following business.

Sam Rawle
Clerk to the Council

THE PUBLIC AND PRESS ARE INVITED TO ATTEND THE MEETING

PUBLIC FORUM

Prior to the start of the meeting there will be an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman), to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting Withycombe Parish.

The public forum will be 15 minutes maximum

AGENDA

1. **Apologies**
2. **Declaration of Interests & Dispensation**
3. **To approve the minutes of the following meetings:**
Meeting held 4th November 2024.
4. **Updates/matters arising from last meeting (if not already covered by an agenda item)**
5. **Reports from Somerset Council Councillors**
6. **Highway Updates**
- **Higher Rodhuish Road**
7. **Large vehicles/HGVs** – To discuss latest developments
8. **Finances**
Bank Reconciliation up to 31st December 2024 (attached)
Income and Expenditure up to 31st December 2024 (attached)

9. To note income received:
Donation received for Herbert Case memorial bench £300.00

10. To approve the following accounts for payment:

ISOK Design – Web Hosting for website (annual fee)	£96.00
Rapid House (payroll services)	£24.00
Clerks Salary & Expenses (Oct-Dec)	£1706.86
Charities Aid Foundation (refund of payment in error)	£1300.00

To note the direct debit payment to Information Commissioners Office - £35.00

11. National Association of Local Councils Pay Award 2024

To note the National Joint Council pay award wef 1st April 2024

12. Review of Clerks hours

13. Request for Donation from Withycombe Memorial Hall (attached)

14. Agree purchase of a new laptop

15. Draft Budget 2025-26

To agree the budget and precept for 2025-26 (paper to follow)

16. Play Area/Community Area updates

17. Date of next meeting and agenda items

Review of Financial Regulations

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights. Items for the next meeting to be held on Monday 3rd March 2025 should be with the Clerk at least 14 days before the meeting.

If any member of the public wishing to attend the meeting has special requirements (mobility or sensory impairment) please contact the Clerk. If anyone would like to receive a copy of the agenda via email please contact the Clerk
Sam Rawle Clerk to Withycombe Parish Council (Tel 01643 703514) e mail: clerk@withycombepc.co.uk